



TESL ONTARIO ANNUAL REPORT

For the year 2012-2013





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Message from the TESL Ontario Board of Directors



It is always a pleasure to present to our members the Annual Report. It is a wonderful opportunity to share with you our achievements at both the provincial level and at the affiliate level over the past year.

Membership linkage is a top priority of TESL Ontario. At the 2012 TESL Ontario Conference, the Board of Directors engaged members in a discussion around the results of the membership survey with the objective of informing TESL Ontario's future direction. The Board also met with the Affiliate Presidents to discuss common issues of leadership and recruitment. In February, the Board held the annual joint meeting with the Affiliate Representatives who presented reports from their perspectives across Ontario on the state of the English language education sector.

In April, the Board of Directors began its deliberation of TESL Ontario's second strategic plan. In the quickly changing environment of immigration and English language acquisition, it is important that TESL Ontario is prepared for this future.

The successful completion of the strategic priorities set out in our first strategic plan is due to the dedication of the staff of the TESL Ontario office - Renate Tilson, Executive Director, Eva Csiszar, Operations Manager, Reza Mazloom-Farzaghy, Accreditation Services Manager, Allison Keown, Member Services Manager, Carolina Zuza, Accreditation Coordinator and Kevin Gamble, Office Coordinator. On behalf of the Board of Directors I would like to thank you for your professionalism and your commitment to doing your best for TESL Ontario members.

Finally, I wish to thank our members for their contributions to making TESL Ontario a supportive community of English language educators.

A handwritten signature in black ink that reads "Sheila Nicholas".

Sincerely,
Sheila Nicholas
Chair

Thank You For Your Support

TESL Ontario wishes to thank our members for their continued support and feedback. We continue to work diligently on your behalf and strive to provide you with the best possible service.

TESL Ontario also wishes to thank its Affiliate Executives who over the year have committed their time and energy to provide appropriate professional development opportunities in their respective areas.

We would also like to say a special thank you to all the many volunteers who have contributed their time, expertise and good will on working committees and at professional development events.

Finally, we wish to thank Citizenship and Immigration Canada and the Ontario Ministry of Citizenship and Immigration whose partnerships with TESL Ontario assist us with our mandate.



TESL Ontario's 40th Annual Conference

The 40th Annual TESL Ontario Conference, “*TESL Ontario at 40: Thriving, Excelling, Sharing, Learning*” was held at the Sheraton Centre Toronto Hotel from November 8th to 10th, 2012. Over 1500 delegates attended, 710 of whom were LINC and ELT instructors who received conference assistance from Citizenship and Immigration Canada. An additional 250 ESL delegates were supported by Ontario Ministry of Citizenship and Immigration.

Our first **plenary speaker**, Randi Reppen, Professor of Applied Linguistics and TESL at Northern Arizona University (NAU) where she teaches in the MA TESL and Applied Linguistics PH.D. programs. Randi shared her insights on “Corpora and Language Teaching: Ideas for the Classroom”. Our second plenary speaker, Diane Larsen-Freeman Professor of Education, Professor of Linguistics, and Research Scientist at the English Language Institute at the University of Michigan, Ann Arbor spoke on “Progress And Regress in Second Language Learning”.

Drs. Reppen and Larsen-Freeman also joined their peers as they participated in the **13th Annual Research Symposium** including ten presentations that addressed one of three topics:

- Challenges and Approaches for Low Level Literacy Learners
- LINC - Challenges as TESL Ontario turns Forty
- Corpora for Languages Learning and Language Teaching

The three topics were each presented in three-hour sessions that included time for presenters to respond to questions arising from their presentation and for symposium participants to engage in discussion with the presenters. All three topics were well attended and room capacity (136 participants) was reached for each of the three topics.

The participants of our **Technology Fair** enjoyed a wide range of workshops and a high calibre of presentations and had access to a myriad of sessions: hands-on workshops as well as research sessions on wireless and Web 2.0 technologies. The Technology Fair sessions were fully booked during the 3-day event.

Conference delegates who attended the **7th Annual Panel Discussion**, “*The Evolving Landscape of Language Training in Ontario*”, heard representatives from Citizenship and Immigration Canada, Ontario Ministry of Citizenship and Immigration, Ministry of Training, Colleges and Universities, and Ontario Ministry of Education as they shared updates and discussed new initiatives relevant to professionals working with English language learners in Ontario.

Thanks go to the numerous individuals who volunteered their time and shared their insights, best practices and innovative ideas with their peers at over 200 workshops and presentations. Participants were also able to enhance their knowledge regarding technology in the classroom.

The extensive exhibitor displays are always popular and provided participants an opportunity to examine and purchase the latest ESL resources.

The “Going to the Theatre” option proved popular once again. Over one hundred delegates took advantage of reduced ticket prices to see either “War Horse” or “La Cage aux Folies” at local theatres.

The inaugural Sparks of Excellence Awards were presented at Thursday’s Welcome Reception. Winners of the various contest categories in celebration of ESL week were recognized. As well, the Thursday night reception provided a relaxing networking opportunity and served to honour the

winners of the annual TESL Ontario ESL Week Contest. Throughout the province approximately 40 municipalities acknowledged the importance of English as a Second Language education by declaring ESL Week.

The Friday evening dinner and entertainment provided an opportunity to relax. Three individuals were presented with TESL Ontario silver pins (now renamed to Distinguished Contribution Award) in recognition of their outstanding contributions to the field of ESL. TESL Ontario's 40th anniversary was toasted and those in attendance were the first to hear the announcement that the 2013 conference will be held at the Allstream Centre at Exhibition Place. Accommodations and the Friday evening dinner will continue to be at Sheraton Centre Toronto. Following a delicious dinner, the crowd enjoyed the music of "Footloose".

The success of the conference depends largely on the volunteers who present, monitor doors or staff the registration desk. The conference could not exist without their commitment and effort; the Conference Committee is most appreciative of their dedication to our profession.



As usual, I found the Conference to be inspirational due to all of the excellent presenters!

Conference Evaluation Survey response

I have been attending this conference since the 1990's and have never had a bad conference. I always come out informed and invigorated. I appreciate all the organizing that goes into bringing this together....

Conference Evaluation Survey response

Congratulations on the conference in Toronto. Looking forward to fostering new connections and building the community.

John A.

In my opinion, the conference is always exceptionally well organized. I have the highest regard for all the people who give their time and energy to organizing and volunteering. My experience of the conference has always been positive and this year was no exception.

Conference Evaluation Survey response

I just wanted to take the opportunity to say a big Thank You to all the organizers of the conference. It was fantastic.....as usual. I had a great time going to the sessions, meeting new people, talking to old friends and, of course, dancing the night away on Friday. I look forward to next year. Thank You.

Danielle M.



Affiliate Activities

TESL Durham

TESL Durham's Fall Workshop was held on October 13, 2012 and featured a round table sharing activity whereby each person shared a lesson plan pertaining to a local trip or cultural activity that their classes attended.

The TESL Durham Spring professional development event on March 23, 2013 featured a workshop titled "English for Financial Literacy" presented by Margaret Stasiuk and Catherine Lawrence.

TESL Hamilton-Wentworth

TESL Hamilton - Wentworth held a short fall AGM on October 19, 2012 in which President Vikki Cecchetto gave a report on the direction and activities of the affiliate. Following the AGM was a Community Partners Resource Information Fair which featured representatives of various community partners such as banks, public library, community dental health and much more.

The 7th annual Spring conference "Peace and Diversity through ESL" was held on April 20, 2013. The conference featured a panel discussion, a variety of morning and afternoon workshops, and a publisher's display.

TESL Hamilton - Wentworth has also successfully run an ESL Week contest for all ESL learners in the Hamilton area. The contest offered cash prizes for each of 9 CLB leveled writing categories as well as 3 cash prizes for a poster/photo category. Winners were recognized at the TESL Hamilton ESL Week reception.

TESL Kingston

The TESL Kingston Fall workshop "Teachers Need Scaffolding Too" held on October 27, 2012 was presented by Judy Thompson. The presenter spoke about how to incorporate pronunciation into the ESL classroom.

In March 2013, the affiliate held a successful workshop "Developing Word Detectives Through Structured Word Inquiry" presented by Peter Bowers. TESL Kingston also held an AGM on April 18, 2013 which featured a report of the executive committee's work throughout the year and also included two presentations from instructors about their experiences teaching abroad.

TESL London

TESL London's annual Wine and Cheese event on October 3, 2012 featured a wine and cheese social, guest speakers Huda Hussein, Coordinator for London & Middlesex Local Immigration Partnership (LMLIP) and Murriel Abbot, Chair of the Education Sub-council. They discussed LMLIP's role in London and its connection to and impact on the ESL community.

On January 17, 2013, the affiliate held a Technology professional development event on SMART Boards. Presented by Jen Artan, attendees learned the functions of SMART Boards and how they can be used in lessons.

The 2013 TESL London Spring Conference offered a full day of professional development including almost 20 workshop sessions and featured a plenary, presented by Dianne Tyers titled "Context Matters: Where We Teach Influences How We Teach."

TESL Niagara

TESL Niagara held its first two-day conference on April 5-6, 2013.

The first day of the event was held in the International Centre at Brock University and focused on university and college teachers. The plenary speaker was Julia Williams, co-author of the LEAP series who presented on 'The State of EAP Textbooks in Higher Education'.

The second day of the event was held at the St. John's Centre and featured former TESL Waterloo-Wellington president Kathryn Brillinger on 'Twenty First Century Intercultural Skills'. Morning workshops centred on LINC themes with an afternoon AGM.

TESL North York / York Region

The TESL North York / York Region Fall AGM and Mini conference was held on October 15, 2012. The event featured keynote speaker, Wendy Barber, Director of Education at the University of Ontario, Institute of Technology who presented on "Creating Inclusive Learning Communities in the ESL Classroom."

The Affiliate's annual full day Spring Conference, held May 4, 2013, featured 12 morning and afternoon workshops on a variety of ESL related subjects, as well as a publisher's display and book draw.

TESL Northern Affiliate

In the fall of 2012 TESL Northern Region held its first Meet and Greet for their members at the annual TESL Ontario conference. The breakfast get-together was attended by a number of members who discussed ideas for the future direction of the small affiliate and enjoyed the opportunity for networking.

TESL Ottawa

TESL Ottawa held a winter professional development event on February 2, 2013. The half-day event featured plenary speaker Dr. Josée Labrosse who presented "Laughter: The best medicine for reducing stress (so why aren't doctors prescribing it?)." The event also offered 4 different workshops for attendees to choose from.

On May 4, 2013, TESL Ottawa held a spring professional development event and AGM. Constantine Ioannou presented the keynote address, "The Languages We Speak: Hearing Multilingualism." Following the AGM, attendees also had the opportunity to choose one of four workshops to round out the day.

TESL Peel / Halton / Etobicoke

The TESL PHE Fall AGM and professional development event was held on October 26, 2012. Following the AGM, the evening event featured two speaker presentations including: "Whose English?" presented by Marijke Wertheim and "Teacher Comments on Student Writing: When Less is More!" presented by Hedy McGarrell.

In May 2013, the affiliate held the annual spring PD workshops which featured a keynote address by Denise

Affiliate Activities continues on page 6.



TESL North York/ York Region



TESL Ottawa



TESL Ottawa



TESL Ottawa



TESL Toronto



TESL Toronto



TESL Windsor

Copland titled “Motivation: Curricular Adaptations To Facilitate Students’ Goal Achievement.” Attendees also had the choice of attending one of six workshops at the evening event.

TESL Toronto

TESL Toronto offered a series of professional development sessions throughout the winter and spring including:

- Technology event featuring 4 hands-on computer lab workshops aimed at introducing a variety of technologies for practical use both in and outside the classroom. (January 12, 2013)
- Corrective Feedback workshop presented by University of Toronto professor Nina Spada described the different types of corrective feedback that teachers use in their classrooms and learners’ responses to them. (February 7, 2013)
- Tips for resumes and interviews for ESL teachers presented by Joan Bartel focused on helping teachers polish their resume and interview skills. (March 27, 2013)

The Affiliate held its annual Spring Conference in May 2013. The two-day event offered a variety of workshops and a plenary presentation titled “Our Version of Subversion” by Lindsay Clandfield and Luke Meddings, co-authors of 52 (an e-book of activities for language teachers using radical texts, subversive images and lateral thinking).

TESL Waterloo-Wellington

TESL Waterloo-Wellington’s annual professional development and AGM event “Culturally Connected Classrooms” was held on May 11, 2013. The full day event featured a keynote address by Dr. Geoff Lawrence titled “Concrete Strategies to Build an Intercultural ESOL Practice”, two 20-minute TESL Talk presentations including “Relaxation in the Classroom” and “Immigration Services”, along with 5 workshops and the Annual General Meeting.

TESL Windsor

The TESL Windsor Fall Workshop was held on September 29, 2012 and featured a workshop titled “Speaking Effectively while Teaching and Modeling English Pronunciation” presented by Kathryn Brillinger.

Member Services

TESL Ontario now has more than 4600 members and the membership department has been working diligently to offer more ways for members to engage with the association and to interact with fellow members and peers. To achieve that goal there have been a number of changes in the past year.

Tutela.ca

TESL Ontario has begun working with Tutela.ca to ensure that TESL Ontario

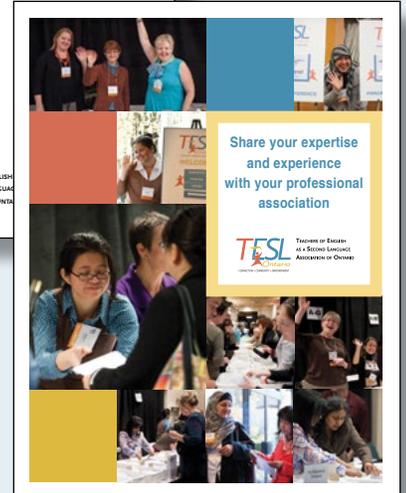
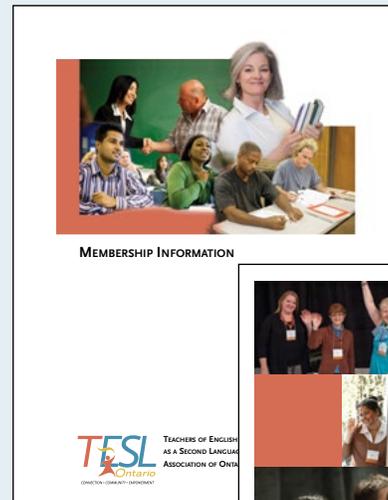


members have the best possible experience when accessing the National Repository and Online Community. TESL Ontario works closely with Tutela.ca developers to ensure:

- The online community for ESL educators is functioning in a user-friendly manner. We pass along any member suggestions and complaints and work directly with Tutela.ca staff to achieve viable solutions.
- It is accessible to all TESL Ontario members. We have arranged with Tutela.ca that all individuals who identify themselves as a TESL Ontario member during the sign up process will receive an expedited approval.
- TESL Ontario members are aware of Tutela.ca and are educated on its features and functions.
- TESL Ontario members are made aware of the free Tutela.ca webinars that are available to all individuals with an active Tutela.ca account.
- TESL Ontario members who participate in a Tutela.ca webinar will be able to receive a certificate of professional development that will be recognized by TESL Ontario for PD requirements of accreditation renewal.
- In early 2014, TESL Ontario will begin working with Tutela.ca to produce exclusive TESL Ontario webinars offered to members through the TESL Ontario private group.

Increased Social Media development

In the spring of 2013, TESL Ontario recruited members for a new Social Content Committee. The Committee will help TESL Ontario further develop our social media presence and provide members with an active online community in



which they can share and access popular resources, collaborate with their peers and obtain current news affecting language training professionals.

The committee is working on a number of new improvements to the TESL Ontario social media platforms, including:

- A more coordinated effort in the sharing of information across all social media platforms.

Member Services continues on page 8.

- Increased social media activity including sharing of teaching and classroom related materials.
- The addition of the new social media platform Pinterest that contains several active distinct boards including:
 - In-Class Activities
 - Professional Development
 - Online Interactive Activities
 - Career Search and Advice
 - TESL Job Boards
 - TESL Bloggers
- Researching additional online avenues for information sharing including a TESL Ontario Blog and exclusive TESL Ontario webinars.
- Delivery of an 'Introduction to TESL Ontario Social Media' presentation at the annual conference.



Career Development Centre

In the fall of 2012, TESL Ontario introduced the new Career Development Resource Centre on the

website. The career development centre features a growing library of career advice articles from interview skills and resume writing to volunteerism and more, written by our employment expert Audrey Prenzel.

National Volunteers Week

In the spring of 2013, TESL Ontario participated in National Volunteers Week by publicly recognizing our many volunteers for their commitment and dedication.

In conjunction with National Volunteers Week, we have developed a volunteers' section on the TESL Ontario website that offers general information about volunteering with TESL Ontario at both the provincial level and the affiliate level including a volunteer brochure.

Open volunteer positions within TESL Ontario and its affiliates will be posted in the volunteer section of the website, and in the coming months the new section will begin displaying available volunteer teaching positions in Ontario.



The TESL Ontario News Brief is always packed with both substantive, concise & well written information, as well as high quality teaching tips & techniques. I just love it!

Angelina S.

I like the opportunity to help promote a sense of professionalism among our membership.

Theresa H.

It is my pleasure to be a member of TESL Ontario; it is a great membership!

Sohaila M.

Teaching can be quite a 'lonely' job if one doesn't consciously get into a forum for sharing with others who are in a similar place. Volunteering with TESL Ontario has given me that sense of support from the community. I love the person I'm evolving into with this opportunity.

Suma B.

Without a doubt helping, seeing, knowing and talking to colleagues from around Ontario were the most valuable part of the (volunteer) experience.

Jannatpour A.



Accreditation Services

In January 2013, the updated accreditation reinstatement requirements and process came into effect. As per the new standards, reinstatement applicants are not required to pay the annual membership fee or submit proof of PD for the lapsed years.

In the 2012-2013 report period, TESL Ontario approved 373 new language instructor accreditation applications, 45 accreditation reinstatement applications, 55 TESL trainer/PTCT instructor approval applications, 2 TESL program accreditation applications, and 10 PTCT course approval applications.

The 2012-2013 period saw the implementation of Post TESL Certificate Training (PTCT). Ten curricula were adapted or developed for delivery as PTCT. The PTCT Steering Committee was set up to provide best practice recommendations on topics such as PTCT promotion, needs, and future trends. Also, the PTCT Adjudication Committee was formed to review PTCT course approval applications. Furthermore, TESL Ontario launched the PTCT Fee Reimbursement Administrative System, allowing eligible instructors to apply for Post TESL Certificate Training fee reimbursement online. Between December 2012 and March 2013, 52 PTCT graduates were reimbursed. Moreover, in January 2013, the PTCT needs assessment survey was developed and distributed to language training stakeholders

in Ontario. The results of this survey provided TESL Ontario with valuable demographic information about the current and future needs for PTCT.



Post TESL CERTIFICATE TRAINING (PTCT)

Training in Specialized Language Instruction

- Advanced Grammar
- Canadian Language Benchmarks
- Materials Development
- Language for the Workplace
- Technology in Teaching and Learning
- and more!*



? Do you want to upgrade your teaching qualifications through PTCT?
Want to find out if you are eligible for **reimbursement** when there is a training fee?
Interested in taking **free** PTCT courses funded by CIC?
Wondering where to start?

Please visit www.teslontario.net/accreditation
and go to **Post TESL Certificate Training (PTCT)**.



Funded by:



Citizenship and
Immigration Canada

Financé par:



Citoyenneté et
Immigration Canada

In the summer of 2012, TESL Ontario administered two surveys to get an indication of instructors' and program administrators' interest in participating in the TESL Ontario mentorship program and online registry of mentoring instructors (under development). There was an overwhelming response from both instructors and administrators which helped TESL Ontario improve the standards of mentor approval and determine the necessary features of the new registry.



Communications Advisory Committee

The Communications Advisory Committee aligns its objectives with the strategic priorities set by the TESL Ontario Board of Directors. Its role is to enhance communication with all the stakeholders by providing key information in a timely manner that is accessible to all. Emails to members on key messages as well as press releases and media handling are examples of such communication.

Lynn McGregor, our Communications Specialist, has been working hard to increase TESL Ontario's presence. Her activities include:

Media Plan

The goal is to:

- help increase awareness of the importance of English language learning opportunities in Ontario
- build brand recognition
- communicate the celebration of the hard work done by English language learners, instructors and administrators via the ESL Week contest
- spotlight the 2013 ESL Week winners and their success journeys
- highlight the scope of research undertaken and technical programs developed for the delivery of English as a Second Language in the province of Ontario

Fact Sheet

The Fact Sheet includes a brief profile as well as the key events and activities that TESL Ontario carries out.

In addition, the committee continued with the following activities:

TESL Ontario News Brief

The TESL Ontario News Brief is an informative e-news publication that provides content relevant to the field of language training. The publication is designed to help you, the members, stay informed of news that may affect your profession and also contains a special "In the Classroom" section that will provide related articles to help you build on your classroom techniques.

Sparks of Excellence Award

The new Sparks of Excellence Award is designed to recognize and acknowledge the excellence and commitment of TESL Ontario members.



We encourage all members to print the Sparks of Excellence Poster to display in your staff rooms and help TESL Ontario spread the word about this new award designed to recognize TESL Ontario members who go above and beyond the daily expectation of their jobs.

ESL Week Poster

The annual TESL Ontario poster design is selected by the members and helps promote ESL Week across Ontario. To download a print-friendly version, visit the TESL Ontario website.



ESL Week Contest 2013

The contest is managed in the following categories under the capable guidance of Allison Keown, our Members Services Manager, for learners and instructors:

- Short story
- Essay
- Poetry
- Video
- Photo & photo collage

The grand prize winner and 2 runners up in each of the learner and instructor contests are honoured at the TESL Ontario Conference. Each of the winners will receive an invitation to the Welcome Reception at the annual TESL Ontario Conference in Toronto where they will be honoured for their contribution. All winners will receive a certificate of accomplishment in their category.

Social Media

Thanks to Allison Keown, our Member Services Manager, we are now on



TESL Ontario now has a private group on Tutela.ca. TESL Ontario members can share ideas, network with peers, share documents and more through Tutela.ca.

Committee Members

The Communications Advisory Committee has accomplished a tremendous amount of work this year; which would not have been possible without the effort of a dedicated group of individuals who participate in meetings and take on the tasks. We thank them for their efforts and dedication.

Social Content Committee

The newly formed Social Content Committee's mandate is

- To provide TESL Ontario members with an online professional community in which they can connect with their peers, obtain and share relevant resources, and teaching strategies.
- To develop and provide direction, planning and execution of a social media strategy and practices for TESL Ontario that would result in a professional community for its members.

Committee members are active on Twitter, Facebook, and LinkedIn and have recently added a social imaging bookmarking system, Pinterest, to provide TESL Ontario members with a theme-based collection of resources on

professional development, in class activities and online interactive activities, career search and advice, TESL job boards, and TESL bloggers.

To provide a more coordinated effort and access to social media information, a social media contact email address was added to the TESL Ontario website.

socialmedia@teslontario.ca

Contact Magazine



Contact, TESL Ontario's quarterly professional development magazine, was established in 1974, and has developed over the years to match the changing needs of its evolving audience. The 2012/13 year saw the completion of volume 38 and the beginning of volume 39. Next year we begin our fifth decade of publication. The first issue each year celebrates the previous year's annual conference and includes articles based on conference presentations. The second is a special refereed issue featuring the previous year's Research Symposium presentations. The last two issues carry a wide range of research articles, lesson ideas, book reviews, special features and profiles of community organizations. *Contact* is available through the 'Publications' page on www.teslontario.org for viewing or printing.

Brett Reynolds continues as editor, a position he has held since 2011. After many years of working together with

Hedy McGarrell to oversee the symposium itself and to edit the refereed issue, Robert Courchêne has decided to retire from these activities. We thank him for all he has done for *Contact*. Beginning this year Hedy and David Wood are co-editing the research symposium issues.



In choosing articles to publish, we strive to prioritize practical teaching information, techniques and methods, lesson plans and classroom tools, and career advice. We continue to soliciting these kinds of articles from writers, but we welcome and, indeed, depend on your unsolicited contributions.

Research

In the past year, the Research Committee has completed past initiatives and continued to provide ongoing support to the association and the membership. At the annual conference, we were pleased to work with the Member Services Manager to share the findings of the membership survey carried out in the previous year. We shared a snapshot of the results in a poster presentation and followed up with a brief report published in the Spring issue of *Contact*. The connection between research and practice continues to be a primary concern of this committee; we have an excited selection of peer-reviewed research papers and posters for the 2013 Annual Conference. In addition, we provided ethics review of two research projects this past year;

researchers from the University of British Columbia and the University of Calgary called for participants to assist in an investigation of task-based language teaching and researchers at the University of Alberta explored how teachers motivate learners. Reports from two previous studies have recently been posted on the Research website page and we will be making reports from current studies available as well. We look forward to contributing to the work of the association and the members in the coming year.



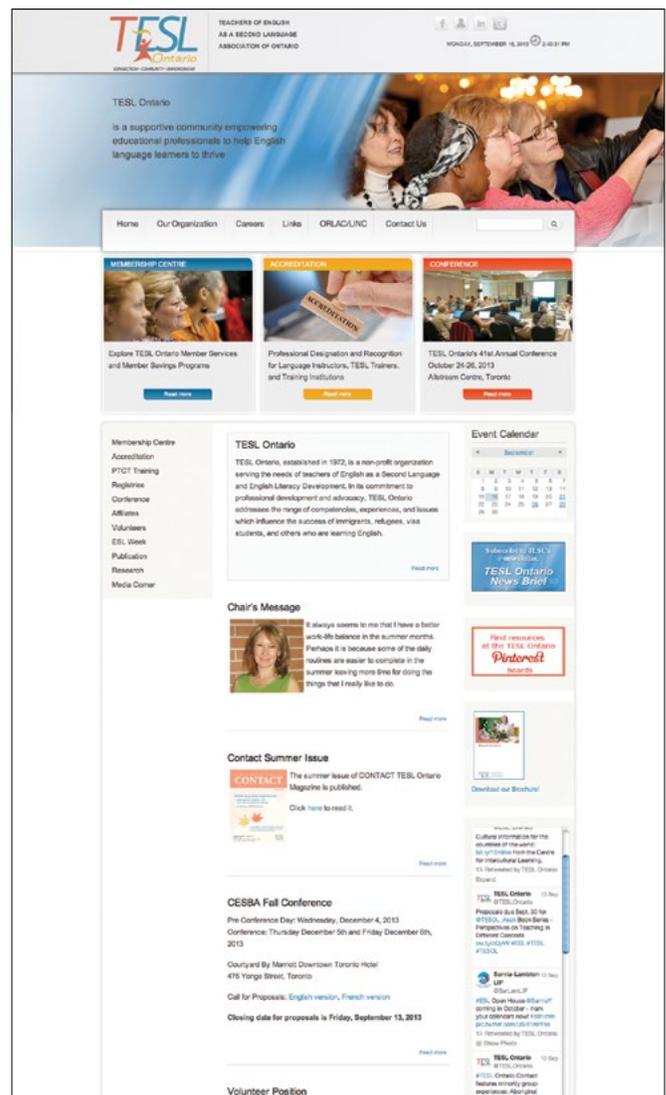
Technology

TESL Ontario is committed to using technology to more efficiently service its members in a cost effective manner. Over the past year we have set up groups on Tutela.ca, the national repository, to encourage our members to connect to one another and to have the opportunity to connect to the greater ESL/LINC community across Canada to help develop and build their own personal learning network(PLN). TESL Ontario also continues to invite feedback from its members and works to improve the services offered to the members based on feedback we receive. We look at all the feedback provided, and discussions are held to evaluate the consequences of implementing suggestions from our members. Changes recommended by our members will be considered for implementation if they are cost effective and will provide an overall improvement in the online services to our members. Further research may be conducted on recommendations to fully understand the implications of these suggested changes and to provide a timely implementation plan.

Over the past year we have successfully launched the online PTCT reimbursement system. This system has undergone a number of changes and upgrades to simplify it and to improve the functionality based on feedback from both our members who are using it and our staff that are also using the system. The system continues to be used to provide an online system to our members where they can apply for fee reimbursement for approved PTCT courses.

TESL Ontario continues to research evolving technologies and online systems to ensure that the best possible systems are considered and utilized to provide a superior and simple online experience. We continuously evaluate all options to ensure we are providing this experience in the most cost effective manner possible.

The office equipment and software are routinely monitored and repaired or replaced as needed. A need's analysis is conducted on an ongoing basis and an implementation plan is discussed to ensure we are able to effectively work with not only our members but also our funders and other stakeholders that we interact with.



Operations

TESL Ontario now serves over 4600 members, and a large number of members are TESL Ontario Accredited. The operations of TESL Ontario are carried out by six full-time staff members:

- Executive Director, Renate Tilson
- Operations Manager, Eva Csiszar
- Member Services Manager, Allison Keown
- Accreditation Services Manager, Reza Mazloom-Farzaghy
- Accreditation Coordinator, Carolina Zuza
- Office Coordinator, Kevin Gamble

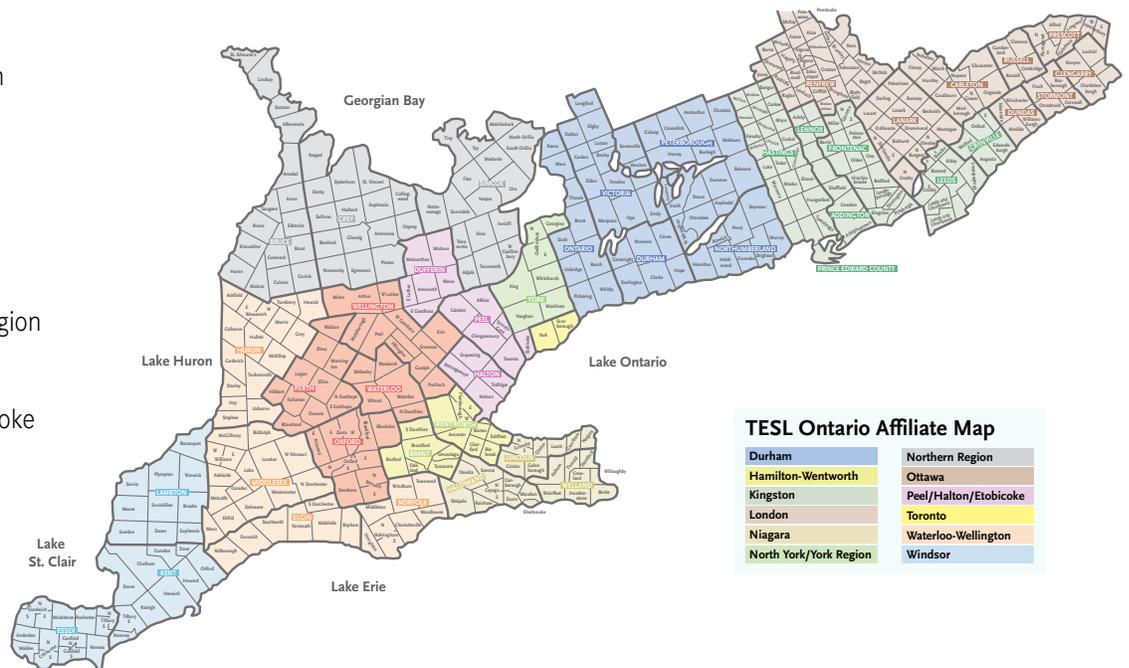
Under the direction of the Board of Directors, and supervision of the Executive Director, the office carries out the functions of Membership Support, TESL Ontario Accreditation, which includes TESL Ontario’s PLAR service, Financial Management, Project and Contract Administration, Office Administration, Liaison Function with Ministries, other agencies and the public and, of course, the delivery of our large TESL Ontario Conference.

In addition, TESL Ontario relies heavily on the services of our Webmaster, Kevin O’Brien.

Affiliates

Each of the 12 TESL Ontario Affiliates has an executive body consisting of a President, Affiliate Representative, Treasurer and Membership Secretary, but may also include other positions such as Newsletter Editor, Communications Officer and Members-at-large. Both the Affiliate Membership Secretaries and the Affiliate Treasures meet regularly with their counterparts at the TESL Ontario conference. The Affiliate Representatives also meet on a regular basis to share best practices and additionally meet once a year with the Board of Directors to contribute to the Board’s awareness of the strategic issues of their members.

- TESL Durham
- TESL Hamilton-Wentworth
- TESL Kingston
- TESL London
- TESL Niagara
- TESL Northern Region
- TESL North York/York Region
- TESL Ottawa
- TESL Peel/Halton/Etobicoke
- TESL Toronto
- TESL Waterloo-Wellington
- TESL Windsor



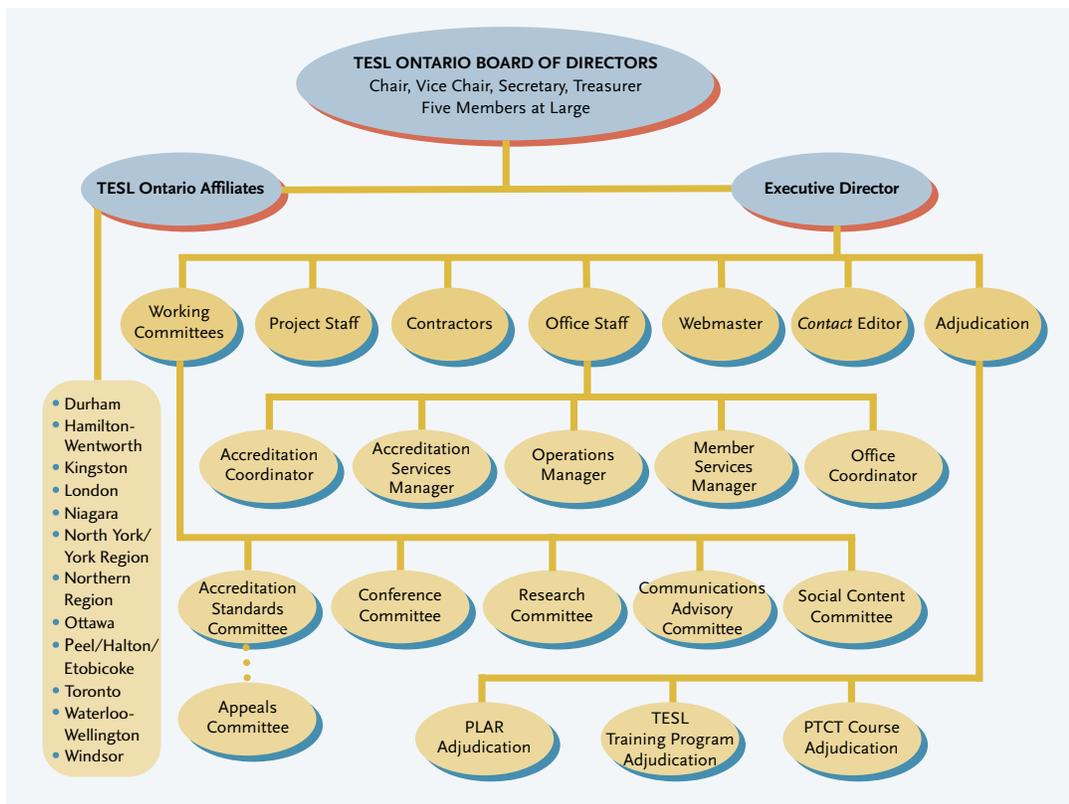
Board of Directors

The Board of Directors of TESL Ontario is comprised of nine members, all designated Members-at-Large. A Chair, Vice-Chair, Secretary and Treasurer are elected each year from amongst these nine Directors following the Annual General Meeting. The Board meets a minimum of five times per year. Operational matters of the association are managed by the Executive Director. The ED is guided and governed by Board policies and serves a pivotal role in the organization.

The TESL Ontario Board uses a policy governance model as its “operating system”. Policy Governance enables the Board to focus on the larger issues, to delegate with clarity, to control operation’s job without interference, to rigorously evaluate the accomplishment of the organization: to truly lead the association. The Board’s job is to decide, through strategic planning, the kind of “Targets” the association is to produce. It relies on the Executive Director to interpret and work with staff, paid and voluntary, to achieve the means to meet those targets.

2012/13 Board of Directors

Chair	Sheila Nicholas
Vice-Chair	James Papple
Secretary	Philip Wachel
Treasurer	Art Rekhtin
Member at Large	Sheila Carson
Member at Large	Dan Cornish
Member at Large	Patricia Glogowski
Member at Large	Irene Kosmas
Member at Large	Barbara Krukowski



Financial Report

The condensed financial information below represents the abbreviated annual financial statements of TESL Ontario for the year ended March 31, 2013.

The independent auditor's report and complete audited financial statements, which include notes and more detailed supplementary financial information, are available on the TESL Ontario website at www.teslontario.net/publication/annual-report.

Statement of Financial Position

as of March 31, 2013

	March 31, 2013	March 31, 2012	April 1, 2011
ASSETS			
Current Assets			
Cash and cash equivalents	\$243,592	\$303,034	\$220,047
Short-term investments	605,859	594,593	345,300
Accounts receivable	160,503	61,083	186,914
Prepaid expenses and other assets	38,065	10,471	4,566
H.S.T. receivable	15,320	-	16,773
	<hr/> \$1,063,339	<hr/> \$969,181	<hr/> \$773,600
Capital Assets	29,273	25,903	23,239
	<hr/> \$1,092,612	<hr/> \$995,084	<hr/> \$796,839
LIABILITIES			
Current Liabilities			
Accounts payable and accrued liabilities	\$198,371	\$32,428	\$15,314
H.S.T. payable	-	1,490	-
Deferred contributions	298,359	250,000	240,000
	<hr/> \$496,730	<hr/> \$283,918	<hr/> \$255,314
NET ASSETS			
Unrestricted	\$595,882	\$711,166	\$541,525
	<hr/> \$1,092,612	<hr/> \$995,084	<hr/> \$796,839

Statement of Operations and Changes in Net Assets

Year Ended March 31, 2013

	<u>2013</u>	<u>2012</u>
REVENUE		
Annual TESL Ontario Conference		
Conference Assistance project - CIC	\$450,738	\$477,104
Conference Assistance project - MCI	137,126	128,703
Publisher fees	41,220	33,358
Registration fees	101,311	109,616
Project revenue		
Ministry of Citizenship and Immigration		
Pay Equity Program	9,259	9,259
Citizenship and Immigration Canada		
PTCT	127,784	288,726
CLARS	177,637	-
ORLAC	2,300	2,453
Membership fees	338,280	337,821
Accreditation fees	330,991	321,566
Affiliates' conferences	32,810	40,987
Other	23,616	14,446
Interest	9,817	5,055
	<u>\$1,782,889</u>	<u>\$1,769,094</u>
EXPENDITURES		
Annual TESL Ontario Conference	\$700,820	\$679,002
Affiliates' Conferences	78,432	64,970
Other project expenses	267,582	254,047
Accreditation costs	200,927	131,686
Salaries and employee benefits	310,524	291,516
Rent, telephone & utilities	59,358	52,010
Membership and affiliation expenses	87,489	83,986
Contact newsletter	7,240	7,200
Meeting Expenses	49,290	46,993
Professional fees	24,679	10,601
Computer & equipment rental	6,821	9,066
Stationery, supplies, postage & couriers	14,196	16,504
Website costs	36,390	46,089
Office and general	53,094	45,865
Amortization	7,128	6,608
Less overhead allocated to annual conference costs	(150,274)	(146,690)
	<u>\$1,753,696</u>	<u>\$1,599,453</u>
Excess of revenues over expenditures before other items	\$29,193	\$169,641
Repayment of prior year conference assistance	(144,477)	-
Net excess(deficiency) of revenues over expenditures for the year	\$(115,284)	\$169,641
Net assets at beginning of year, as previously stated	\$961,166	\$781,525
Prior period adjustment	(250,000)	(240,000)
Net assets, beginning of year, as restated	\$711,166	\$541,525
Net assets, end of year	\$595,882	\$711,166



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